

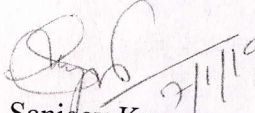
**Subject: Minutes of AAC meeting dated 2/01/2019 at 9.30am.**

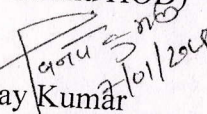
Meeting AAC held on 2/01/2019 at 9.30 am.

**Decisions:**

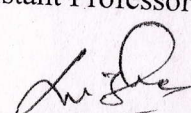
The Committee recommends the following:

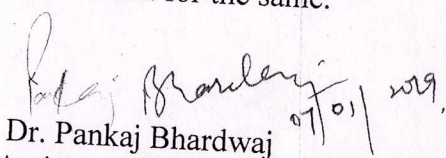
1. M.Sc. Course Equivalence: As applied by the M.Sc. students and consequently discussed in AAC dated 4/12/2018 Dr. Krishan was delineated the work to look into the equivalence of M.Sc. Life Sciences (Plant Sciences) as M.Sc. Botany as per UGC curriculum 2001. Further the case of equivalence will be put up for the discussion in CDC, BOS, and School Board. (Detailed sheet is attached).
2. Budget distribution: Non-recurring budget includes already booked budget the allocation of the budget as per attached here with.  
The amount Rs. 938824 booked for Dr. Krishna, to purchase CO2 and Ozone analyser, Rs. 187000 to purchase Refrigerator centrifuge, Rs. 2,30,000 to purchase PCR, Rs. 9,20,000 to purchase Incubator shaker booked for Dr. Vinay.
3. Amount Rs. 10, 00000 allocated for two new M.Sc. teaching labs (New Campus), detail is attached as annexure-1.
4. Balance Rs. 1824176 to be distributed equal to each (Rs. 608059/-) among Dr. Sanjeev, Dr. Felix, and Dr. Pankaj.
5. The Department of Plant Sciences has a dedicated plant tissue culture facility: In the new layout reserved for plant sciences department no such space for PTC is allocated. It is hereby requested that a dedicated space of 16X10ft. should be allocated for the same.

  
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman and HOD)

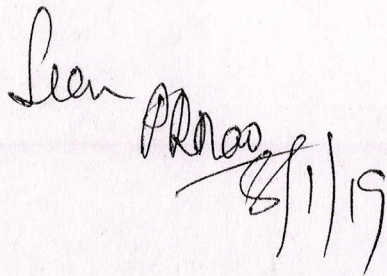
  
Dr. Vinay Kumar  
Assistant Professor

*on leave*  
Dr. Felix Bast  
Assistant Professor

  
Dr. Krishna Kumar Choudhary  
Assistant Professor

  
Dr. Pankaj Bhardwaj  
Assistant Professor  
(Convener)

DAA

  
DAA

DAA 633  
8/1/19


**Subject: Minutes of AAC meeting of February, 2019**


AAC meeting for the month of February had been conducted.

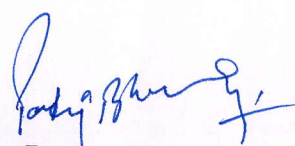
**Decisions:**

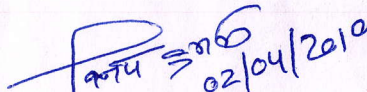
The committee recommends the following:

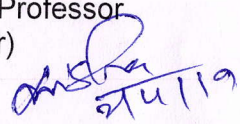
- a. As per the rotation policy, Convener of AAC will be passed on to the next senior faculty annually.
- b. It is hereby decided that for FY 2019-2020, Dr. Pankaj Bhardwaj will convene the AAC. Dr Felix Bast will hand over responsibility and file to Dr. Pankaj Bhardwaj.

  
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman and HOD)

  
Dr. Felix Bast,  
Assistant Professor  
(Convener)

  
Dr. Pankaj Bhardwaj  
Assistant Professor

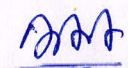
  
Dr. Vinay Kumar  
Assistant Professor

  
Dr. Krishna Kumar  
Choudhary  
Assistant Professor

DAA



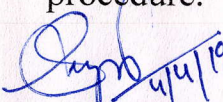


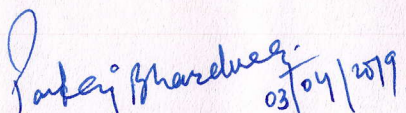
  
008  
3-4-19

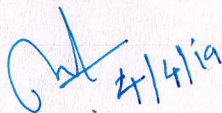
Subject: Minutes of AAC meeting dated 03/04/2019

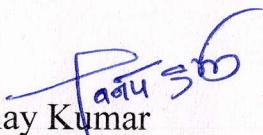
Decisions:

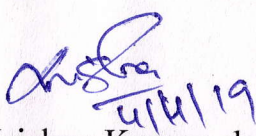
1. Reviewing of the MSc. Dissertation work: Committee recommend date of pre-submission of dissertation work for the M.Sc. Session 2017-18 batch from 15<sup>th</sup> to 17<sup>th</sup> May 2019.
2. Bounced file case of Dr. Felix Bast: It has been resolved that the department will allocate the balance (amounting to the cumulative figure of all bounced cases) amount extra for Dr. Felix Bast in the new financial year budget (2019-20).
3. Allocation of repair budget of Rs. 1,00,000/- in the financial year 2019-20.
4. Shifting to main campus: Committee recommend for making the list of equipments (Lab wise and faculty wise), so as to speed up the shifting procedure.

  
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman & HOD)

  
Dr. Pankaj Bhardwaj  
Assistant Professor  
(Convener)

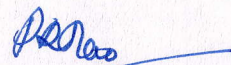
  
Dr. Felix Bast  
Assistant Professor

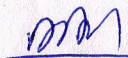
  
Dr. Vinay Kumar  
Assistant Professor

  
Dr. Krishna Kumar Choudhary  
Assistant Professor

DAA

Seen

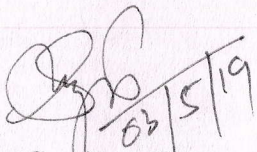
  
8/4/2019

  
135  
8-4-19

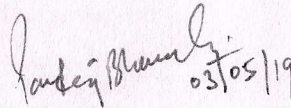
Subject: Minutes of AAC meeting dated 03/05/2019

Decisions:

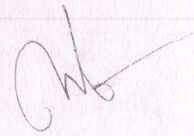
1. Repairing of the Real time PCR: The Matter is discussed and resolved for repairing of the instrument by recurring budget of the department due to lack of the repairing budget.
2. Budget Distribution: The rest of the budget distribution will be held in month of July.



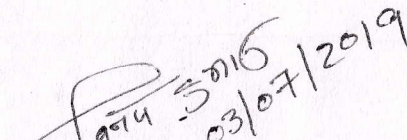
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman & HOD)



Dr. Pankaj Bhardwaj  
Assistant professor  
(Convener)

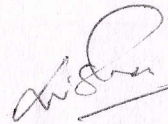


Dr. Felix Bast  
Assistant professor



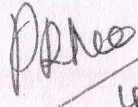
03/07/2019

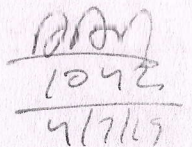
Dr. Vinay Kumar  
Assistant Professor



Dr. Krishna Kumar choudhary  
Assistant professor

DAA

Seen  
  
4/7/19

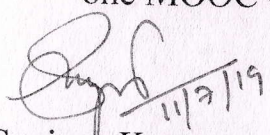


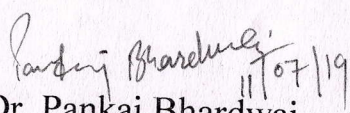
10/7/19

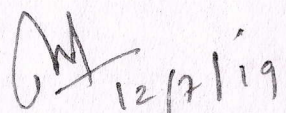
Subject: Minutes of AAC meeting dated 08/07/2019

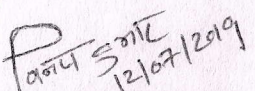
Recommendation:

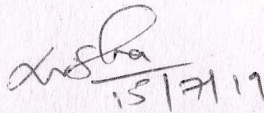
1. Coordinator for Swayam courses: The committee recommends unanimously Dr. Felix Bast as the Course coordinator of swayam courses.
2. Time table and course allotment: The file is attached here with.
3. Discussion about PhD Candidates screening and interviews: The committee discussed and checked the eligibility of the candidates applied for the PhD Course. Final List is attached here with.
4. Since Department of Plant sciences is renamed to Department of Botany, and the course MSc. Life sciences (Plant Sciences) was recommended to rename as MSc. Botany ( Recommended in BOS-2019) SB &AC&EC therefore the same may be notified to make it more transparent. Accordingly the course codes will be charged to BOT instead of LPS. All these changes (course codes) shall be presented in next BOS for recommendation of the School board.
5. The students of MSc. Batch 2019-20 will have the choice of IDC courses and MOOC courses. Instead of two IDCs. students can choose one MOOC course in either of 1<sup>st</sup> and 2<sup>nd</sup> Semester.

  
11/7/19  
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman & HOD)

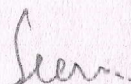
  
11/07/19  
Dr. Pankaj Bhardwaj  
Assistant professor  
(Convener)

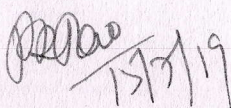
  
12/7/19  
Dr. Felix Bast  
Assistant professor

  
12/07/2019  
Dr. Vinay Kumar  
Assistant Professor

  
15/7/19  
Dr. Krishna Kumar choudhary  
Assistant professor

DAA



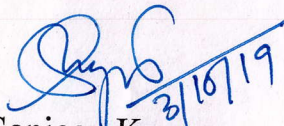
  
15/7/19

DAA-1175  
15/7/19

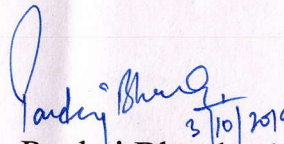
Subject: Minutes of AAC meeting dated 13/09/2019.

Recommendation:

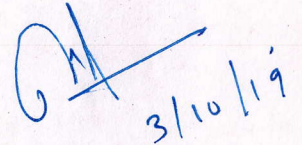
1. Examination & Evaluation: The Surprise tests, assignments and term papers are separate and integral part of curriculum. Therefore, timely and individual evaluation is necessary, also proper records to be maintained.
2. Regarding Field Trip: Dr. Felix and Dr. Krishna Kumar will coordinate for the field trip of the Department.
3. Regarding Library budget: Library has allocated Rs. 1.0Lac for the department. Therefore, a list to be submitted for the purchase of books (Text/reference).

  
3/10/19

Dr. Sanjeev Kumar  
Associate Professor  
(Chairman & HOD)

  
3/10/2019

Dr. Pankaj Bhardwaj  
Assistant professor  
(Convener)

  
3/10/19

Dr. Felix Bast  
Assistant professor

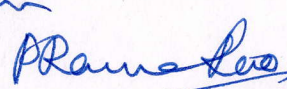
Absent.

Dr. Vinay Kumar  
Assistant Professor



Dr. Krishna Kumar choudhary  
Assistant professor

DAA

Seen  
  
5/10/19

~~DAA-2152~~  
04/10/19

Subject: Minutes of AAC meeting dated 04/10/2019

## Recommendation:

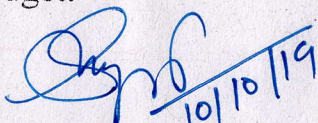
1. Nomenclature from M.Sc. Life sciences specialization (Plant science) to MSc. Botany:

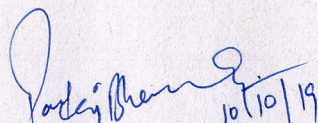
It was recommended in BOS held in Jan, 2019 that the name of the course to be changed to M.Sc. Botany. Same recommendation are submitted here again to notify M.Sc. life sciences (Plant Sciences) to MSc. Botany and the current batch (2019-20) and the previous batch 2017-2019 may be given equivalence certificates.

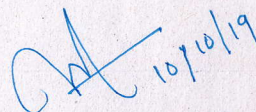
2. Educational tour of Department: Department has planned one day Education trip to visit Botanical Garden at Punjabi University Patiala and Zoological park at Chatbir (Zirakpur) for both MSc. 1<sup>st</sup> & 2<sup>nd</sup> year. Following budget is required to execute the planned trip. All the faculty and a female staff member Ms. Gagandeep Kour (LA) will accompany the student:-

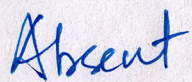
- a. Rs. 15,000/- for Non AC. 50 seater Bus.
- b. Rs. 2000 /- group insurance
- c. Rs. 7000/- lunch and refreshment
- d. Rs. 5000 for the miscellaneous

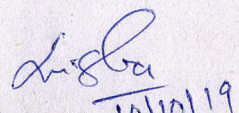
A sum of Rs. 30,000 is requested for the educational tour from University Budget.

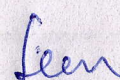
  
10/10/19  
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman & HOD)

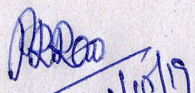
  
10/10/19  
Dr. Pankaj Bhardwaj  
Assistant professor  
(Convener)

  
10/10/19  
Dr. Felix Bast  
Assistant professor

  
Absent  
Dr. Vinay Kumar  
Assistant Professor

  
10/10/19  
Dr. Krishna Kumar Choudhary  
Assistant professor

DAA 

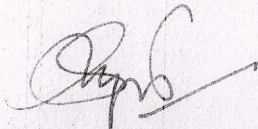
  
16/10/19

DAA  
2223  
11.10.19

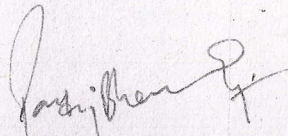
Subject: Minutes of AAC meeting dated 08/11/2019

Recommendation:

Only two members attended the meeting.



Dr. Sanjeev Kumar  
Associate Professor  
(Chairman & HOD)



Dr. Pankaj Bhardwaj  
Assistant professor  
(Convener)

*on leave*

Dr. Felix Bast  
Assistant professor

*did not attend.*

Dr. Vinay Kumar  
Assistant Professor

*On leave*

Dr. Krishna Kumar choudhary  
Assistant professor

DAA

*Seen*

*Alame Q ao  
19/11/19*

*DAA*

*DAA*



**Subject: Minutes of AAC meeting dated 4/12/2019.**

Meeting AAC held on 4/12/2019.

**Decisions:**

The Committee recommends the following:

1. A sum of Rs. 40,000 for each faculty member is allotted for M.Sc. practical and research purpose from recurring budget allocated to the department.
2. Recently, Department of Botany purchased new necessary equipment for the newly established labs in permanent campus. While few instruments in the department need repair and servicing so the AAC recommended budget for the repairing of the instrument from nonrecurring budget (6 Lakh) allocated to department.
  - a. -80°C deep freezer (two) approximate cost Rs. 80,000
  - b. Millipore water purifier system Approx. cost Rs. 2.5lakh

The remaining amount will be used for the purchase of one PCR Machine for M.Sc. teaching lab.

*[Signature]*  
10/12/19  
Dr. Sanjeev Kumar  
Associate Professor  
(Chairman and HOD)

*[Signature]*  
Dr. Felix Bast  
Assistant Professor

*[Signature]*  
Dr. Pankaj Bhardwaj  
Assistant Professor  
(Convener)

*Did not attend the meeting.*  
Dr. Vinay Kumar  
Assistant Professor

*[Signature]*  
11/12/19  
Dr. Krishna Kumar Choudhary  
Assistant Professor.

*[Signature]*  
DAA  
13/12/19